

(Drug/Alcohol Emergency Expulsion/Abeyance Letter)

CERTIFIED MAIL

Date

Mr. and Mrs. _____

Address

City, State, ZIP

Dear _____

This letter is to inform you that _____ has been emergency expelled from _____ School. This expulsion takes effect immediately. The expulsion is the result of violating Board Policy 3100. Specifically, *Explain incident*

The Riverview School District drug/alcohol policy states that students in possession of or under the influence of drugs or alcohol, or in possession of drug paraphernalia are subject to emergency expulsion, with a maximum out of school suspension of 30 days. If the parent and student consent to a school approved assessment/treatment program, which the student completes within 30 calendar days, at the students/parents expense, the suspension can be reduced to a 10 day short term out of school suspension. Please note that if treatment is recommended, and a student does not complete the treatment, the additional 20 days of suspension will be reinstated. While on expulsion or suspension students are not allowed on the school grounds nor can they participate in or attend any extracurricular events.

The emergency expulsion shall continue in effect unless rescinded by the superintendent or his designee or until modified or reversed by the process described above, or the hearing process set forth below. While your student is expelled, he/she is not allowed on any school property or at any extracurricular event.

Pursuant to State Board of Education regulation, WAC 392-400-305, you are entitled to request a hearing to contest the emergency expulsion. Your request must be received in writing on or before the expiration of the tenth (10th) school business day after you receive this notice. The address to which your request should be sent is: Ms. Janet Gavigan, District Hearing Officer, Riverview School District, 15510 First Avenue NE, PO Box 519, Duvall WA 98019.

If a request for a hearing is not received within the required ten school business day period, the school district may deem you to have waived the right to a hearing and the emergency expulsion may be continued as deemed necessary by the school district.

If you request, in writing, a hearing within the specified time, your case will be heard by the District Hearing Officer within three (3) school business days after the day your request is received. A written decision by the Hearing Officer, based solely upon the evidence presented at the hearing, will be provided within one (1) school business day after the date of the hearing.

Sincerely,

Name, Asst. Principal

Enclosure: Schedule of School Business Days

Copies: District Hearing Officer
Superintendent
Transportation Supervisor
Director of Student Services (if relevant)
Student file